

## NOTICE OF CONTRACT EXTENSION

State Of Missouri  
Office Of Administration  
Division Of Purchasing  
PO Box 809  
Jefferson City, MO 65102-0809  
<http://oa.mo.gov/purchasing>

MISC  
B3216031

CONTRACT NUMBER	CONTRACT TITLE
C316031005	Foster Care Case Management
AMENDMENT NUMBER	CONTRACT PERIOD
Amendment #006	October 1, 2018 through September 30, 2019
REQUISITION/REQUEST NUMBER	SAM II VENDOR NUMBER/MissouriBUYS SYSTEM ID
NR 886 DFA19000033	4317736430 0/MB00092237
CONTRACTOR NAME AND ADDRESS	STATE AGENCY'S NAME AND ADDRESS
MISSOURI ALLIANCE FOR CHILDREN PO BOX 104265 JEFFERSON CITY MO 65110-4265	Department of Social Services Children's Division Post Office Box 88 Jefferson City MO 65102

### ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS:

Contract C316031005 is hereby amended pursuant to the attached Amendment #006 dated 09/05/18.

BUYER Julie Kleffner	BUYER CONTACT INFORMATION Email: <a href="mailto:julie.kleffner@oa.mo.gov">julie.kleffner@oa.mo.gov</a> Phone: (573) 751-7656 Fax: (573) 526-9816
SIGNATURE OF BUYER 	DATE 9-10-18
DIRECTOR OF PURCHASING 	Karen S. Boeger



STATE OF MISSOURI  
OFFICE OF ADMINISTRATION  
DIVISION OF PURCHASING  
CONTRACT EXTENSION

AMENDMENT NO.: 006  
CONTRACT NO.: C316031005  
TITLE: Foster Care Case Management  
ISSUE DATE: 9/4/18

REQ NO.: NR 886 DFA19000033  
BUYER: Julie Kleffner  
PHONE NO.: 573-751-7656  
E-MAIL: Julie.Kleffner@oa.mo.gov

TO: MISSOURI ALLIANCE FOR CHILDREN  
PO BOX 104265  
JEFFERSON CITY MO 65110-4265

RETURN AMENDMENT BY NO LATER THAN: 9/18/18 AT 5:00 PM CENTRAL TIME

RETURN AMENDMENT TO THE DIVISION OF PURCHASING (PURCHASING) BY E-MAIL, FAX, OR  
MAIL/COURIER:

SCAN AND E-MAIL TO:	Julie.Kleffner@oa.mo.gov
FAX TO:	(573) 526-9816
MAIL TO:	PURCHASING, P.O. Box 809, Jefferson City, Mo 65102-0809
COURIER/DELIVER TO:	PURCHASING, 301 West High Street, Room 630, Jefferson City, Mo 65101-1517

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Department of Social Services  
Children's Division  
Post Office Box 88  
Jefferson City MO 65102

SIGNATURE REQUIRED

VENDOR NAME Missouri Alliance for Children and Families	MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN) 92237
MAILING ADDRESS PO Box 104265	
CITY, STATE, ZIP CODE Jefferson City, Missouri 65110	

CONTACT PERSON LeAnn Haslag	EMAIL ADDRESS Lhaslag@ma-cf.org				
PHONE NUMBER 573-556-8090	FAX NUMBER 573-632-2761				
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)					
<input type="checkbox"/> Corporation	<input type="checkbox"/> Individual	<input type="checkbox"/> State/Local Government	<input checked="" type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> IRS Tax-Exempt
AUTHORIZED SIGNATURE 	DATE September 5, 2018				
PRINTED NAME LeAnn Haslag	TITLE President & CEO				

**AMENDMENT #005 TO CONTRACT C316031006**

**CONTRACT TITLE:** Foster Care Case Management

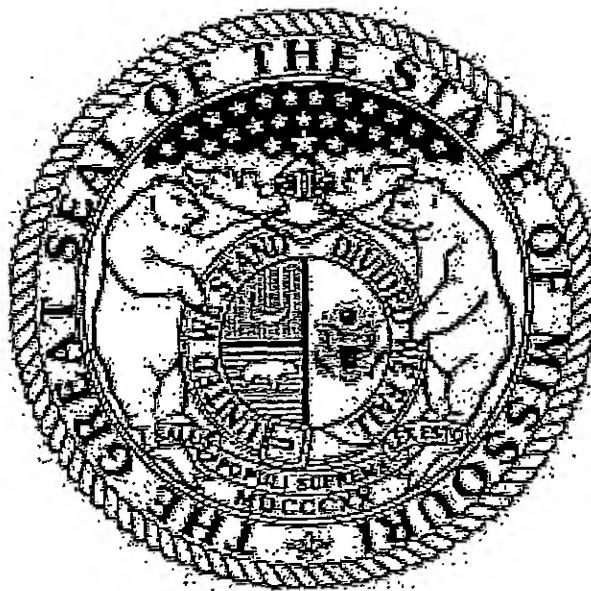
**CONTRACT PERIOD:** October 1, 2018 through September 30, 2019

The State of Missouri desires to extend the above referenced contract at the same prices as the previous contract period.

Efforts are underway to replace the above referenced contract but are unfinished. As a result, the State of Missouri desires to extend Contract C316031005 at the same prices as the previous contract period in order to provide continuing and uninterrupted contract services.

All other terms, conditions and provisions of the contract shall remain the same and apply hereto.

The contractor shall signify acceptance by signing and returning this document on or before the date indicated.



**State of Missouri**  
**OFFICE OF ADMINISTRATION**  
Division of Purchasing  
Contract Amendment Documentation

The following documentation consists of additional contract amendment documentation. The additional contract amendment documentation is not a part of the official contract amendment, but provides supporting information for the official contract amendment.

# MEMORANDUM

Office of Administration  
Division of Purchasing

**TO:** Karen Boeger

**THROUGH:** Cindy *fb* Stafford

**THROUGH:** Stacia Dawson

**FROM:** Julie Kleffner *OK*

**DATE:** September 4, 2018

**RE:** Extension of the Foster Care Case Management Contracts,  
C316031001 through C316031007

The Department of Social Services (state agency) has requested the Foster Care Case Management Contracts, C316031001 through C316031007, be extended for twelve (12) months, October 1, 2018 through September 30, 2019 to allow for the re-bid process. Please refer to the attached e-mail from Wade McDonald explaining the need for the one-year extension.

The solicitation process for the current contracts spanned a 12-month period. After the award of the contracts, five (5) protests were received. Based upon the need to the impact to children and their families, the need for consistency of performance measurements, the time required for the solicitation process, and time to respond to any potential protests, it appears a twelve-month extension is warranted.

Therefore, because these are essential services that must continue until the new procurement process is complete; I am requesting permission to process the contract extensions pursuant to section 34.045, RSMo.

**Kleffner, Julie**

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**From:** McDonald, Wade S  
**Sent:** Tuesday, September 4, 2018 12:12 PM  
**To:** Kleffner, Julie  
**Subject:** C316031001-007

Julie

NR 886 DFA19000033 has been submitted to extend contracts C316031001-007 through 9/30/19. This extension is requested to allow time for the rebid of these contracts as well as allow proper transition to the new contracts when they are awarded.

Historically, the solicitation process for FCCM has required extra time to address the complexities of the services and respond to protests. This extension will allow time for the rebid process and any contract follow-up that will be necessary after new contracts are awarded.

The extension will also allow The Department of Social Services to establish a plan designed to reduce the number of children and families impacted in the event cases served under the contract need to be transitioned between contractors. Transitioning a single case between contractors disrupts case activities and can delay opportunities for the case to exit services. Transitioning a large number of cases at one time amplifies the disruption and it takes even longer for services to stabilize and continue. When the current contracts were awarded, approximately 1/3 of the cases served under the contract required transition between contractors due to new caseloads awarded. Due to timing of the contract award, only a short transition time was available and a large number of these cases experienced delays associated with case transition. A longer transition time will allow fewer cases to be impacted by new contract awards.

Continuing the contract through 9/30/19 also allows the contract measures to continue to be measured as they have been since 2005 when the first contract was awarded. DSS submits an annual report to the legislature comparing the year to year results of the contract. Consistent measurement periods are important when measuring the success or breakdowns of a program. In addition to consistency, these contracts are designed to incentivize contractor results in accordance with 13 CSR 32.020. A contract extension with a different timeframe impacts the outcome measures and the contractor's opportunities to achieve contract milestones and receive incentive payment. Likewise, working through different measuring periods is not something that is currently mechanized. Developing new measuring process to accommodate a different contract timeframe will cost DSS a substantial amount of time and resources.

DSS acknowledges that we are delayed in providing and updated RFP draft to DPM. The new draft RFP is progressing and will be provided to the Division of Purchasing within the next week or two. Part of the work on the draft RFP has been working with the current contractors to identify strategies to mitigate the concerns related to case transitions due to contract award. This may impact the contract award language in the RFP. Likewise, child welfare practice has evolved which requires revisions to the RFP requirements. While some of the practice updates are still pending, the RFP requires adjustment to ensure consistent child welfare practice throughout the state. These changes are being incorporated into the draft RFP and final touches are pending.

Once the final changes are incorporated, the RFP will be submitted through internal reviews in line with the new purchasing processes and completion of the Quarter Million Dollar Worksheet.

Please let me know if you have any questions.

Thank you

**Wade McDonald, MPA**

Procurement Manager

Missouri Department of Social Services

Division of Finance and Administrative Services

573-751-7261 (phone)

573-526-4678 (fax)

[Wade.S.McDonald@dss.mo.gov](mailto:Wade.S.McDonald@dss.mo.gov)

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Indicate Contract Amendment Type							
RENEWAL:	PERIOD OF	TOTAL					
<input type="checkbox"/> Renewal - % Increase	<input type="checkbox"/> Cost Savings	Performance Security Deposit: \$ _____					
<input type="checkbox"/> Renewal - \$ Increase	<input type="checkbox"/> Cost Savings	Surety Bond: \$ _____					
<input type="checkbox"/> Renewal - W/O Increase							
SFS Renewal - Prices In Original Contract							
SFS Renewal - Prices Not in Original Contract							
EXTENSION PERIOD:							
<input type="checkbox"/> Extension - 30-Day		Annual Wage Order Number: _____					
<input type="checkbox"/> Termination		Annual Wage Order Date: _____					
<input checked="" type="checkbox"/> Extension - \$ Increase	<input type="checkbox"/> Cost Savings	County(ies): _____					
<input checked="" type="checkbox"/> Extension - W/O Increase	<input type="checkbox"/> Year						
<input type="checkbox"/> Assignment		Other Instructions: _____					
<input type="checkbox"/> Cancellation/Termination							
<input type="checkbox"/> Other Amendment							
Preliminary Task / Preparation							
A. Section 34.040.6, RSMo	Buyer/Section Support	JJC 9-4-18					
B. Purchasing Suspension List	Buyer/Section Support	JJC 9-4-18					
C. Federal Suspension - SAM.GOV	Buyer/Section Support	JJC 9-4-18					
D. Labor Stds - OA/FMDC Contractor Debarment Lists	Buyer/Section Support						
E. Review of Participation Commitment Attainment - If app, Verify Receipt of 1 <sup>st</sup> Renewal - Blind/Shel Wkshp Affdvt	Buyer	JJC 9-4-18					
F. SFS Review/Justification - Insert Advertising Date, if applicable	Buyer						
Prepare Contract Amendment	Buyer/Section Support	JJC 9-4-18					
Review/Approve Contract Amendment (1) Signature Required	Buyer	JJC 9-4-18					
REVIEW/APPRAISE CONTRACT AMENDMENT (1) SIGNATURE REQUIRED	Initials	Section	Assist	CC	Date	Initials	Date
Initials		Manager	9/4		9-4-18		
E-Mail/Print Contract Amendment (1) Signature Required	Buyer/Section Support	DT 4-5-18					
Contractor E-Mail Address/Fax Number	Kraig@mg-cf.org	hasago mailing					
State Agency Contact E-Mail Address	Kathy McCandless	Lade McDonald					
Section 34.040.6, RSMo, Letter X	Follow-Up Notes:						
REVIEW/APPRAISE CONTRACT AMENDMENT (2) SIGNATURE REQUIRED							
A. Renewal/Extension Pricing	Buyer/Section Support						
B. Section 34.040.6, RSMo	Buyer/Section Support						
C. Performance Security Deposit/Surety Bond	Buyer/Section Support						
D. Renewal/Extension with Cost Savings Language	Buyer						
E. Statewide Notice	Buyer						
F. SFS Authorized Limit \$	Buyer						
G. Contractor Assignment Only Verifications - Complete unless completed in Step 1							
1. E-Verify Exhibit/Affidavit/Documentation	Buyer/Section Support						
2. Assignment and Consent Form	Buyer/Section Support						
3. Purchasing Suspension List	Buyer/Section Support						
4. Federal Suspension - SAM.GOV	Buyer/Section Support						
5. Labor Stds - OA/FMDC Contractor Debarment Lists	Buyer/Section Support						
Prepare Contract Amendment (2) Document/SDV/SDV	Buyer/Section Support	9-7-18					
Review/Approve Contract Amendment (2) Document/SDV/SDV	Buyer	JJC 9-8-18					
REVIEW/APPRAISE CONTRACT AMENDMENT (2) DOCUMENT/SDV/SDV	Initials	Section	Assist	CC	Date	Initials	Date
Initials		Manager	9/10		9-10-18		
Process Contract Amendment	Buyer/Section Support	DT 9-13-18					
AM 300 PMM (00) 80685 M7	Buyer/Section Support	DT 9-13-18					
Distribute E-Verify & SDV Documents	Buyer/Section Support						
E-Mail/Fax NOA to Contractor/Assignee & Agency Contact	Buyer/Section Support						
Copy/Save As Statewide Notice to Internet Folder	Buyer/Section Support						
Log Participation Commitment Information	Central Support-Participation						
Image Contract Amendment Faxed	Central Support-Imaging	9-17					